

Section J.11

Personnel Requirements for Government Directed AIS Changes

The Service Provider shall provide personnel to support the requirements defined in the PWS for government-directed AIS changes. The Service Provider shall provide the appropriate personnel to meet the performance requirements, and shall provide resumes for those labor categories designated as Key Personnel. The government-directed AIS changes will be ordered through Task Orders issued IAW the ordering provisions of the contract.

CATEGORY	QUALIFICATION
ADP Project Manager (Key Personnel)	Duties: Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information systems/management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs and coordinates planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communications skills.
Senior Financial Analyst	Duties: Serves as a group leader ensuring that a group of analysts are working in concert to automate complex business practices within the time-frame specified by the Customer and that all of the requirements are met. Shall be able to assess products and procedures for compliance with government standards, as well as compliance with accounting principals and multi-tiered system application standards. Shall be able to grasp interrelationships between financial management requirements and automation solutions, considering the current system environment and the potential integration of added systems concurrently or later. Prepares milestone status reports and presentations for colleagues, subordinates, and end user representatives. Coordinates all aspects of complex financial application automation requesting guidance only in extremely difficult situations. Completes objectives independently within the negotiated budget.
Computer Systems Analyst	Duties: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management duties. Develops plans for Automated Data Processing (ADP) systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper

CATEGORY	QUALIFICATION
	implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.
Computer Programmer	Duties: Shall be capable of utilizing third and fourth generation or current state-of-the-art ADP equipment and languages to analyze systems requirements and devise program logic for business, management, communication, tactical, and technical problems. Shall be able to develop detailed flow charts and instructions for programs, develop general diagrams and process flow charts. Shall be able to develop tape layouts and record formats and add additional data items necessary to accomplish work products. Experience should include programming in MVS, DOS, or LUNIX systems as well as languages such as COBOL, C, or Ada.
Senior Computer Specialist	Duties: Shall be able to determine costs for converting computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators and recommend better utilization of operating systems capabilities to improve system efficiency. Candidate shall be able to develop, manage, maintain, and evaluate current state-of-the-art computer hardware, software and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; determine potential and actual bottlenecks; propose recommendations for their elimination and make recommendations for systems improvements that will result in optimal hardware and software usage.
Financial Analyst	Duties: Shall be able to clearly define government financial business practices for integration into the government financial business system. Identifies potential problems and solutions through analysis identifying recommended solutions. Shall be able to work with functional specialists, automation specialists, Service Providers, vendors, and Customers to effectively automate the Customer's requirements into an automated application. Acts as a focal point to coordinate all disciplines in the recommended solution. Shall be able to apply state-of-the-art applications that will effectively automate financial applications in the most effective manner while adhering to the established Accounting Principals and Practices.
Testing Specialist	Duties. Shall be capable of designing and executing software tests and evaluating results to ensure compliance with applicable regulations. Shall be able to prepare test scripts and all required test documentation. Shall be able to design and prepare all needed test data. Analyzes internal security within systems. Review results and evaluate for conformance to design.

